

THE STATE OF NEW HAMPSHIRE
JUDICIAL BRANCH
<http://www.courts.state.nh.us>

Court Name: _____
Case Name: _____
Case Number: _____
(if known)

GUARDIAN AD LITEM STATEMENT

NAME AND ADDRESS OF PAYEE:

Name of GAL if different from Payee

☐ Social Security or ☐ Federal I.D. Number of Payee

TYPE OF BILLING: ☐ Final ☐ Interim ☐ Supplemental

Total _____ hours X \$60/hr = \$ _____

ADD EXPENSES \$ _____

INVOICE TOTAL \$ _____

TOTAL OF PREVIOUS BILLS IN THIS CASE \$ _____

I represent that the foregoing is a true and reasonable bill for services rendered.

Date

Signature of Guardian *ad Litem*

I hereby certify that I have examined the above statement, find the charge of \$ _____ to be reasonable.

Recommended:

Date

Signature of Marital Master

Printed Name of Marital Master

So Ordered:

Date

Signature of Judge

Printed Name of Judge

NOTE: Guardians must attach a copy of the order appointing them as guardian *ad litem*.

Case Name: _____

Case Number: _____

GUARDIAN AD LITEM STATEMENT

INSTRUCTIONS

DEFINITIONS

CASE: For purposes of Guardian *ad Litem* compensation, a case is defined as all preparation and proceedings for assigned cases.

EXPENSES: Expenses which will be paid are mileage at the state rate per mile and telephone. Any additional expenses must be documented by receipts which accompany the statement. No overhead expenses (photocopies, postage, or secretarial services) will be paid.

FINAL BILL: A final bill is a bill submitted at case disposition.

INTERIM BILL: An interim bill is a bill submitted before a case is concluded.

SUPPLEMENTAL BILL: A supplemental bill is a bill for services after a final decree of divorce, custody or visitation has been issued.

MAXIMUM COMPENSATION

Time spent shall be compensated at \$60.00 per hour. Only upon an express, written finding of good cause and exceptional circumstances by the court will the maximum fee be exceeded.

Maximum fee for marital/parenting cases: \$1,000.

Maximum fee for abuse / neglect cases through conclusion of dispositional hearing: \$1,000.

Maximum fee for CHINS or Delinquency cases: \$600.

Maximum fee for TPR cases: \$1,000.

Maximum fee for appeals to the superior court: \$600.

Maximum fee for guardianship of minor cases: \$1,000.

The Guardian *ad Litem* shall not incur expenses in excess of the maximum fee without prior approval of the Master or Justice.

All bills must be itemized as to the time spent on each case and there shall be no separate charge for overhead.

When the Guardian *ad Litem* expends time in court for more than one case on any particular day, the hours spent in court shall be allocated accordingly.

For services other than those of the Guardian *ad Litem*, the Guardian *ad Litem* shall seek prior approval of the Master or Justice.

SUBMISSION OF STATEMENT

A final bill should be submitted within sixty (60) days from the date a case is disposed of or when the Guardian *ad Litem* has been discharged.